



**Town of Hermon**

**Via Teleconference**

**March 31, 2020**

**Special Town Council Meeting**

**7:00 PM**

**MINUTES**

Council Meetings may be viewed/listened to live online and are archived after the meeting has taken place – check hermon.net for link.

\*\*\*ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION\*\*\*

**Town Council Meeting held via telephone conference call and audio streamed on <https://hermon.net>  
Click on Council tab, and select the Public Access Channel link.**

**Town Office and Public Safety Building closed to the public as of 3/17/2020 due to COVID-19**

**I. CALL TO ORDER BY CHAIRPERSON**

**II. PLEDGE OF ALLEGIANCE**

Chair McCluskey led those in attendance in the Pledge of Allegiance

**III. ROLL CALL**

**Members Present:** John Snyder III, Douglas Sinclair Sr., Donna Ellis, Anthony “Tony” Reynolds, Charles Lever IV, Steve Thomas and Timothy McCluskey

**Members Absent:** None

**Others Present:** Town Manager Howard Kroll, Town Clerk Kristen Cushman, Scott Perkins and Chief Frank Roma.



**IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, And APPROVAL OF MINUTES:**

**SIGNATURES. –APPROVE**

**MINUTES. –APPROVE 3/19/2020 Minutes**

**WARRANTS. –SIGN 4/3/2020 Warrant**

**RESOLVES. –SIGN**

**Councilor Thomas moved to approve the Consent Calendar as presented. Councilor Snyder seconded the motion. Motion passes 7-0.**

**V. NEWS, PRESENTATIONS AND RECOGNITIONS:**

**VI. PUBLIC ITEMS OR COMMENTS: (*Items Not Already on Agenda*)**

**VII. PUBLIC HEARINGS:**

**TIF District #18 – Mathews Brothers Company**

**Chair McCluskey opened the public hearing at 7:04PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:04PM**

**TIF District #19 – Howard Tool Company, Inc**

**Chair McCluskey opened the public hearing at 7:04PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:05PM**

**Amendments to the existing 2008 Amended and Restated Omnibus TIF Development Program**

**Chair McCluskey opened the public hearing at 7:05PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:07PM**

**VIII. COMMITTEE REPORTS:**

**IX. SCHEDULED AGENDA ITEMS:**

**A. OLD BUSINESS:**

**B. NEW BUSINESS:**



**O19-20-07 AN ORDER**

**Providing for: Designation of Municipal Development and Tax Increment Financing District (No. 18) - Mathews Brothers Company and Adoption of Related Development Program**

**Councilor Snyder moved to approve O19-20-07. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.**

**O19-20-08 AN ORDER**

**Providing for: Designation of Municipal Development and Tax Increment Financing District (No. 19) - Howard Tool Company and Adoption of Related Development Program**

**Councilor Snyder moved to approve O19-20-08. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.**

**O19-20-06 AN ORDER**

**Providing for: Amendment to Business Parks Municipal Development and Tax Increment Financing Districts and related Amended and Restated Omnibus Development Program**

**Councilor Thomas moved to approve O19-20-06. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**FR19-20-30**

**Consider awarding a bid to supply mowing services for all municipal grounds listed in the mowing RFP**

**Doug – is not in favor of paying over 100K for mowing.  
Steve, Doug and John would like to see the bid reconsidered.**

**Manager Kroll was asked to speak with Jeff Byers regarding his bid and any other options he may have to help with the price of mowing.**

**Tim – confirmed the current bid includes additional mowing that was not included with the prior contractor.**

**Councilor Sinclair moved to table FR19-20-30. Councilor Thomas seconded the motion. The motion was tabled. Motion passes 6-1.**



**R19-20-47 Consider reconsidering R19-20-13 Setting the due date, interest date and interest rate for FY20 taxes**

Steve – has concerns the interest rate is set at 9% interest on over due taxes.

Manager Kroll – stated this rate is set by the State of Maine and is hard set when the tax billing process is completed months earlier.

**Councilor Reynolds moved to approve R19-20-47. Councilor Lever seconded the motion. The motion was accepted. Motion passes 7-0.**

**C. WORKSHOPS:**

**FY21 Town Manager’s PROPOSED Municipal Budget**

To: Members of the Town Council  
From: Howard Kroll, Town Manager  
Re: FY 2021 Town Manager's Proposed Budget Message  
Date: **31 March 2020**

I am providing for your review the FY21 Town Manager's proposed municipal budget. **The FY21 proposed Municipal budget is increased from the FY20 budget by \$189,023.**

**This is mostly due to one time expenses in the Economic Development budget that are related to infrastructure improvements and site location planning for future economic development. We will use additional TIF revenues for these one time expenditures.**

Additional expenses will increase in several categories mainly due to cost of health insurance, county tax, additional election coverage (Presidential election **In November 2020**), increase for contractual services, employee wages/ salaries and road materials.

I have moved IT contractual services from Economic Development to General Government Administration. This is a more appropriate location for that expenditure. We have solidified various services for the next few years making the budget process easier. For example we are contracted with Penobscot County Sheriff's Department for law enforcement services (5 years). This removes all personnel, vehicle, capital needs and insurances **for this service.** **A big challenge is going to be what to do with the mowing contract for**



municipal grounds. In FY20 the Town budgeted 548,411. **Any amount above that will increase the overall proposed budget.**

We have greatly reduced our Public Works budget due to moving some of the expenses to CIP or Economic Development based on which road **and project.**

In addition to the budget, budget summary and budget message, I have provided the account details so you can review before we begin the budget workshops. I am requesting this evening we set a schedule to begin reviewing the budget.

The proposed budget does not include the cost of education or any new valuation that may be obtained from new construction.

I would like to thanks Kristen Cushman and Rachel Grass for helping put this together. As you review the **information, should you have any questions, please feel free to contact me.**

#### **DISCUSSION- Fire Chief Frank Roma**

**Chief Roma gave an update on Fire truck # 401 which is 25 year old. The price for a new truck is over \$575,000. The pros and cons were given in addition to the timeframe of delivery. An informational packet was offered for viewing.**

**Tony – Would like to form a committee to review the specifications for the truck Chief Roma has picked out and gets the committees recommendations.**

**Steve – asked for the amount in the reserve account. Manager Kroll stated approximately \$245,000 for FY2019.**

**Councilors expressed concern spending this amount of money at this time with the current economy.**

**Tim – asked if the informational pack could be emailed to the councilors and interested parties for the committee. Manager Kroll to email.**

#### **D. OTHER ITEMS: (from Table Package)**

#### **X. APPOINTMENTS:**

#### **XI. MANAGER STATUS REPORT:**



Manager Kroll thanked: The council for waiving interest for residents in light of the COVID-19.  
Superintendent Gonyar and staff for stepping up to the challenges of providing remote education and meals to the children.  
Public and town staff on social distancing.

**XII. FINAL PUBLIC ITEMS OR COMMENT:** *(Items Not Already on Agenda)*

**XIII. COUNCIL ITEMS:**

**Steve – How are police enforcing essential workers on the roads? Manager Kroll said to check with the Sherriff.**

**Tony – The reason for tabling the mowing was for Manager Kroll to negotiate with Jeff Byers.**

**Tim – Thanked everyone for working through this process with COVID-19.**

**XIV. EXECUTIVE SESSION:**

**XV. ADJOURNMENT:**

**Councilor Thomas moved to adjourn the meeting at 8:10PM. Councilor Reynolds gave seconded. With no objection the meeting was adjourned at 8:10 PM.**

Respectfully Submitted,

**Kristen Cushman  
Town Clerk**

**Explanatory note #1:** All items in the CONSENT CALENDAR are considered routine and are proposed for adoption by the Town Council with one motion without DISCUSSION or deliberation. If DISCUSSION on any item is desired, any member of the Council or public may request the removal of an item for it to be placed in the regular agenda prior to the motion to approve the Consent Agenda.

**Explanatory Note #2:** In the interest of effect decision-making: At 10:00 p.m., the Chairman shall poll the Council and Town Manager to identify remaining items which shall be carried forward to the next Regular Meeting.

**Explanatory Note #3:** A Councilor who feels the need for the Council excusing his/her absence will make the request to the Town Manager or the Town Clerk prior to the meeting.